

CITY OF BROKEN ARROW  
LETTER OF INTEREST  
ROSE DISTRICT CREATIVE ARTS CENTER

The City of Broken Arrow, Oklahoma, is hereby soliciting Letters of Interest (LOI) from qualified architectural firms for preparation of a schematic design for a Creative Arts Center to be located in the Broken Arrow Rose District at the southwest corner of the intersection of Main Street and Dallas Street.

This project is a cooperative effort between the Arts and Humanities Council and the City of Broken Arrow. The City of Broken Arrow will serve as the contracting agency and will enter into contracts with the selected architectural firm. This project will be funded through Vision 2025 Surplus Funds, 2014 Public Buildings General Obligation Bond, and private donations.

The proposed Creative Arts Center will be an approximately 30,000-square-foot, two-story building with capacity for expansion to three stories. The exterior treatment is expected to be compatible with the existing Rose District. The building will possibly house studios, galleries, classrooms, workshops, and performance venues for visual arts (drawing and painting, photography, sculpture, glassblowing, ceramics), performing arts (drama, dance, vocal and instrumental music, broadcasting), and culinary arts (cooking, baking, cake decorating). A conceptual brochure describing the Creative Arts Center is attached to this LOI.

The project will consist of programming and preparation of Schematic Designs, including floor plans and interior and exterior elevations, and interior sketches of the various areas. It is expected that an amendment to incorporate preliminary and final design services will be enacted with the selected architectural firm subject to performance.

If your firm has the proper capabilities and experience and is interested in submitting a Statement of Qualification (SOQ) or Proposal, please submit a letter of interest (LOI) indicating that you would like to receive further request for information.

All letters of interest must be emailed to:

Ms. Karen Pax at [kpax@brokenarrowok.gov](mailto:kpax@brokenarrowok.gov)

All that is required at this time is the Letter of Interest. Do not submit brochures or other supplementary data. No additional information will be provided by the City at this time. Requests for such information will be **denied**; therefore, there is no need to contact City personnel in reference to the project scope, features, budget, or other similar information.

All Letters of Interest must be received by May 20, 2016, at 3 p.m. Further Requests for Statements of Qualifications (SOQ's) will be sent in accordance with the attached schedule, based on the response the City of Broken Arrow receives from the Letters of Interest.

Respectfully,

**CITY OF BROKEN ARROW**



Thomas D. Hendrix, P.E.  
Engineering Division Manager

TDH/klp

## Statement of Interest / No Interest

Project Name: City of Broken Arrow Rose District Creative Arts Center

The Engineering and Construction Department of the City of Broken Arrow wants to keep our list of Architectural/Engineering (A/E) firms current. If you do not respond to this inquiry within the time set for the Letter of Interest due date and time noted, we will assume that you no longer desire to be on our list of A/E firms.

We **ARE** interested in providing planning and design services for the following project:

<u>Project Name</u>	<u>Estimated Construction Budget</u>
_____ Rose District Creative Arts Center	\$4,000,000

We **ARE NOT** interested for the following reasons:

\_\_\_\_\_ Current workload prohibits submitting for this project.  
\_\_\_\_\_ This firm is not interested in this type of work.  
\_\_\_\_\_ Insufficient time to respond for this project.  
\_\_\_\_\_ This firm is not interested in doing work for the City of Broken Arrow.  
\_\_\_\_\_ Other (Specify below).

Remarks: \_\_\_\_\_  
\_\_\_\_\_

Firm: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

## **Rose District Creative Arts Center**

### **Anticipated Schedule**

Sub-Committee requests for Letters of Interest (LOI) from Consultants	May 5, 2016
Letters of Interest due from Consultants	May 20, 2016
Sub-Committee requests Statements of Qualifications (SOQ) from Consultants	May 27, 2016
Statements of Qualifications due from Consultants	June 10, 2016
Sub-Committee reviews SOQs, selects Consultants for Request for Proposals (RFP)	June 24, 2016
Sub-Committee requests Proposal from Consultants	July 1, 2016
Proposals due from Consultants	July 15, 2016
Sub-Committee selects Consultants for interviews	July 22, 2016
Sub-Committee conducts Consultant interviews	August 3-5, 2016
Sub-Committee selects Consultant and initiates negotiations	August 2016
Negotiations complete, Consultant agreement approved	September 6, 2016
Notice to Proceed issued to Consultant for Schematic Design	September 12, 2016

- \* It should be noted that the above schedule is anticipated only. The Sub-Committee reserves the right to alter the schedule as necessary. If, in the opinion of the Sub-Committee, a clear delineation and demarcation between potential Consultants is determined, then the Sub-Committee may expedite the schedule as it sees fit.

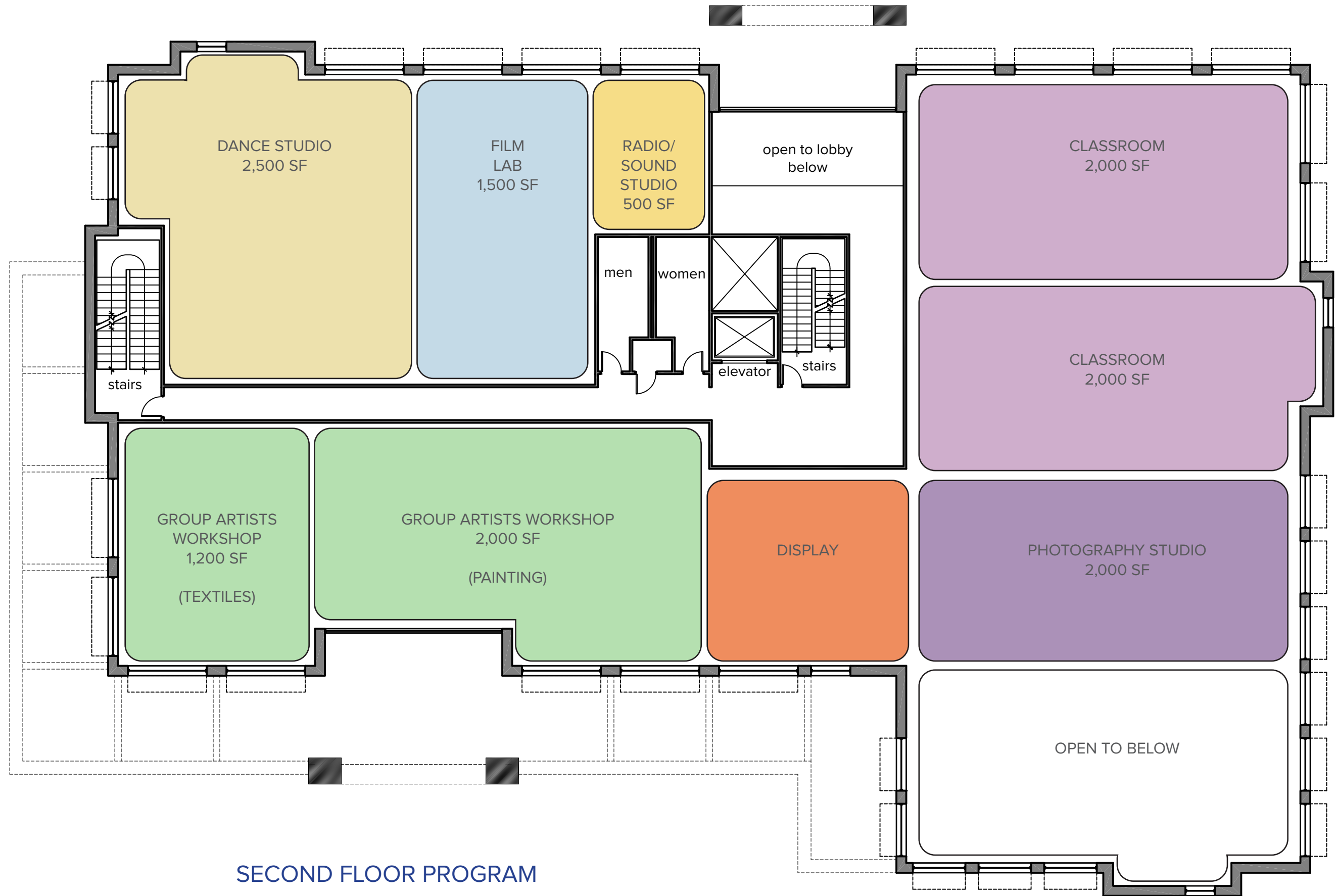
# CENTER FOR ARTS, INNOVATION AND CREATIVITY

EL PASO AVENUE



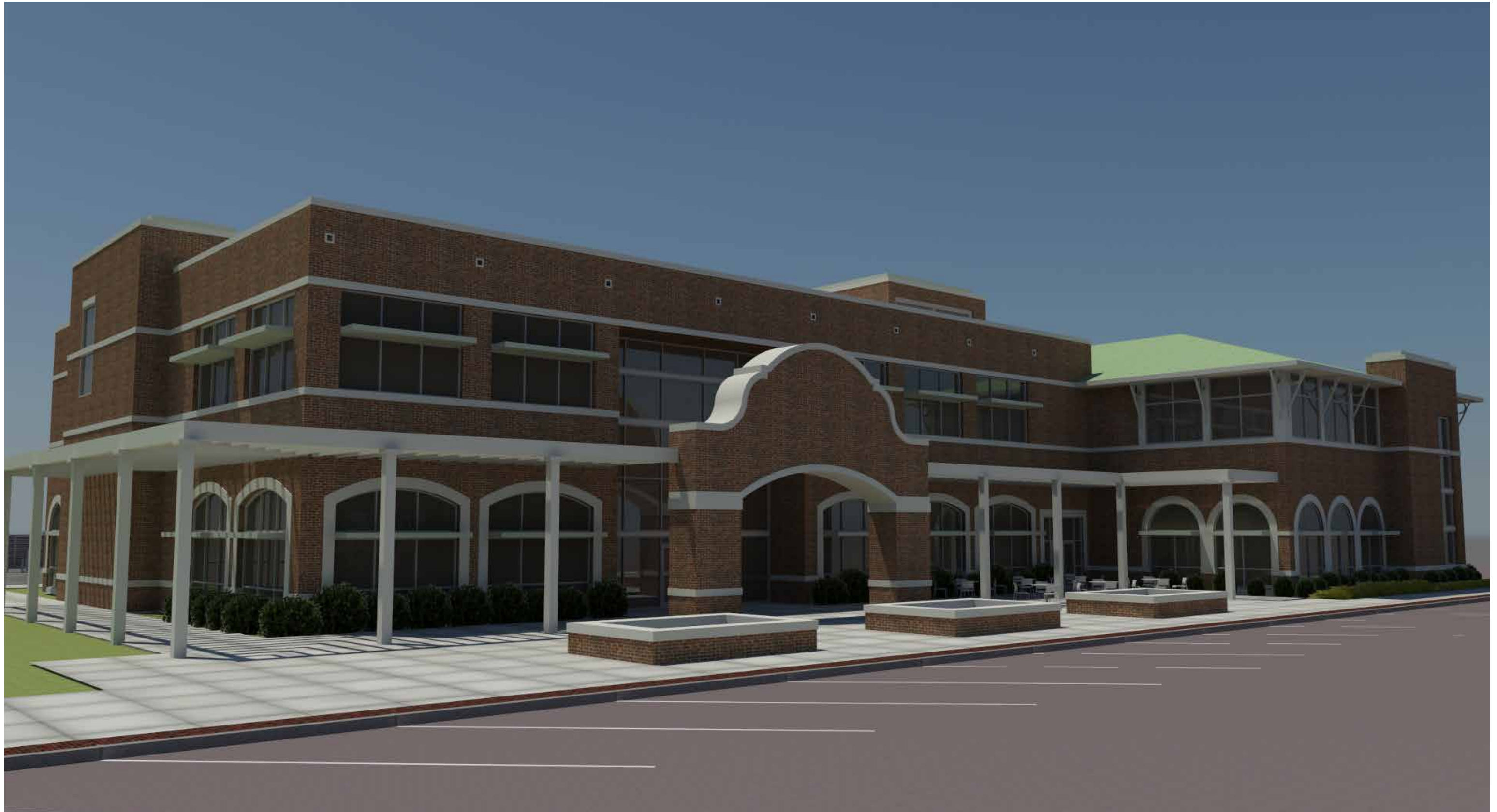


FIRST FLOOR PROGRAM



SECOND FLOOR PROGRAM















CRAFTING



CERAMICS



DRAWING/PAINTING



GLASS BLOWING

## GROUP ARTIST WORKSHOPS





**RADIO LAB**



**PHOTOGRAPHY**



**GROUP MUSIC**



**DIGITAL MUSIC**



**BROADCASTING**



**DANCE**





DISPLAY



CLASSROOMS



WEDDINGS



DISCOVERY



CONFERENCE



GALLERY





**FASHION**



**CULINARY LAB**



**BISTRO**



**GIFT SHOP**



**OFFICE**